



2d Battalion, 8th Marines Key Volunteer Network Commander's Guidance

Dear Key Volunteers,

First off, let me thank you all for volunteering your time, energy, and attention to the Key Volunteer Network (KVN) and more importantly to our Battalion. You play an integral role as part of our Family Readiness Team (FRT) and I want you all to know that our families are a top priority of mine. I consider family readiness on the homefront as important to the Battalion as our combat readiness in Iraq. Provided below is my guidance and intent for our program within 2d Battalion, 8th Marines:

Key Volunteer Network Defined

- The KVN is a command program.
- The KVN is a volunteer program.
- The KVN is a partnership between active duty Marines/Sailors and the KVs and spouses of the Battalion. A spirit of cooperation, a sense of community, professionalism, and maturity are essential ingredients for its success.
- The KVN's primary mission is to facilitate the passing of official information to the families of 2d Battalion, 8th Marines.
- The KVN also provides useful information on resources available to family members to assist them in living in a military community.

Basic Tenants

- **Training** – All KVs will be trained in accordance with NAVMC 2920.
- **Meetings** – Monthly meetings will be conducted to pass information from HHQ and the command as it relates to family readiness and to coordinate the FRT's overall efforts.
- **Level of contact** – At a minimum, contact with families should be once a month, especially when deployed. For families who do not desire continuous contact, they should be contacted only when official information needs to be passed.
- **Conflict Resolutions** – If a conflict arises within the KVN, it needs to be discreetly brought to the attention of the FRO, KVA, and KVC. With maturity, experience, and good judgment, most conflicts can be informally resolved. For conflicts of a more serious nature, the conflict needs to be brought to my attention.
- **Confidentiality** – Respecting the privacy of families is an absolute must within the program. There are some obvious situations that need to be reported to me, e.g. spouse/child abuse or neglect, serious criminal activity, and any media attention regarding a family crisis.

Responsibilities of the KV

- **KV Company Representatives**
 - Point of contact for company KVs
 - Link between Co Cmdr/1st Sgt, KVCs, KVA, and company KVs
 - Maintenance and safeguarding of accurate phone/address rosters
 - Supports KV in handling difficult/complex cases
 - Attends essential KVN meetings/events
- **Key Volunteer**
 - Point of contact (POC) for families
 - Link between families and KV Company Representatives
 - Maintains phone communication with each wife on assigned phone tree at least once per month and for passing official command information.

I am extremely proud of this Battalion and we have many challenges on our road ahead. I want each of you, as well as our families, to take equal pride and feel a true sense of belonging and community in "America's Battalion". You have each accepted a volunteer position which comes with a great deal of responsibility requiring a spirit of cooperation, the utmost professionalism, maturity, and good judgment. I commend each of you for "stepping up to the plate". Your husbands are our Nation's warriors and you are the great ladies who stand with us, support us, and serve our country, together.

Semper Fidelis,

K.M. DETREUX
LtCol USMC
Commanding Officer